

Campus to Corporate Career Program 2



Janki Devi Memorial College, University of Delhi
Under the aegis of Centre for Career Counselling

Title of Certificate course of 40 hours duration: Campus to Career Programme

Offered by: Techno-Serve India

Course Co-ordinators: Dr. Amita Charan, Ms. Ekta Bansal & Ms. Anuradha Goel

Instructor: Mr. Nishant Gangwani

Starting Date: 01/02/2022

Ending Date: 25/03/2022

Course Cost: Free of Cost

The Career Opportunity Cell, Janki Devi Memorial College, University of Delhi under the aegis of Centre for Career Counselling, Career Opportunities and Skill Enhancement in collaboration with Techno-Serve India, organised an Online free of cost Add-On Course on “Campus to Career Programme” which lasted more than 40 hours.

About 33 participants (Ex-Students/ Alumna of JDMC) successfully completed this Add-on Course. The Course emphasized upon various important topics like Personal and Professional Effectiveness, Communication Readiness, Career Readiness, Work Readiness and one to one Career Counselling.

During the first module of the course pertaining to Personal and Professional Effectiveness, topics covered included Self-awareness and learning environment, Social thinking, Setting Smart Goals, Communication and Interpersonal Skills, Effective Decision Making, Financial Awareness, Employment and Employability, Guide to LinkedIn and Documentation.

As part of the second module of the add on course pertaining to Communication Readiness, focus was made on the relevant topics such as English Communication, Guide to Group Discussions, Personal Interviews, Aptitude Tests, Vocabulary List and Trainer Repository.

For the third module of the course pertaining to Career Readiness, following topics were covered Introduction to Industry and Career, Career in Sales, Career in Customer Support, Career in Human

As part of the fourth module on Work Readiness, focus was on Professionalism, Work from Home, Surviving Year 1, Work Ethics, Feedback and Performance Appraisal, Email Etiquettes, Working in a Group, Presenting to an Audience and Workplace Dynamics.

The main aim of this Add-On Course, which lasted about two months, was to prepare a student for a bright and successful corporate career. The participants of the Course were really delighted to be a part of such an enriching Course. Some participants asked for more of such Courses and Workshops to be organised in the near future.

Strong points	Weak points
- Course was provided free of cost to every students.	- Students related only to commerce, economics, and mathematics have shown better response.
- Course aimed at developing students to be career ready.	- Due to zero cost students had little motivation to join the course.
- Students were provided with career counselling sessions along with parent's engagement sessions.	- As course was in online mode students were missing offline interactions for quality practical exposure.

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19	Jayati Mishra	JD Memorial Girls College	B.Com (General)	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	A	P
20	Khushboo Parewa	JD Memorial Girls College	B.Com (Honours)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
21	Khushi Wahi	JD Memorial Girls College	B.Com (Honours)	P	A	A	A	A	P	P	A	P	A	P	P	P	P	P	P	P	P	A	P	P
22	Maanya Jaiswal	JD Memorial Girls College	B.Com (General)	P	P	P	P	P	P	P	P	P	P	P	A	A	P	P	P	P	P	A	A	A
23	Mahak Swamkar	JD Memorial Girls College	B.Com (Honours)	A	A	A	A	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
24	Manvi Khurana	JD Memorial Girls College	B.Com (Honours)	P	A	A	A	A	P	P	P	A	P	P	P	P	P	A	P	P	P	P	P	P
25	Mehak Jain	JD Memorial Girls College	B.Com (Honours)	P	P	A	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	A	A
26	Monisha Gupta	JD Memorial Girls College	B.Com (Honours)	P	P	P	P	P	P	A	P	P	P	P	P	A	P	P	P	P	P	P	A	P
27	Muskan Bhalotra	JD Memorial Girls College	B.Com (General)	P	P	P	P	A	P	P	P	P	P	A	A	P	A	A	P	A	P	A	A	P
28	Nandini Rathore	JD Memorial Girls College	B.Com (General)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
29	Nisha	JD Memorial Girls College	B.Com (Honours)	P	P	P	P	P	P	P	P	A	P	P	P	P	A	P	P	P	P	P	A	P
30	Princi Gupta	JD Memorial Girls College	B.Com (Honours)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P
31	Priyanka Pal	JD Memorial Girls College	B.Com (Honours)	P	P	P	P	P	P	P	A	P	P	P	P	P	P	A	A	P	P	P	P	P
32	Ritika Khatri	JD Memorial Girls College	B.Com (Honours)	P	P	P	P	P	P	P	P	A	P	P	A	P	A	P	P	P	P	P	P	P
33	Ritika Malik	JD Memorial Girls College	B.Sc Mathematics	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	A
34	Samiksha Saxena	JD Memorial Girls College	B.Com (General)	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P
35	Sanus Rishi	JD Memorial Girls College	B.Com (Honours)	A	A	A	P	A	P	P	A	P	A	A	A	P	P	A	P	A	P	A	A	A
36	Shreyash K	JD Memorial Girls College	B.Com (Honours)	P	A	P	A	A	P	P	P	A	P	P	A	A	A	A	A	A	P	A	A	A
37	Simran Kanojia	JD Memorial Girls College	B.Com (Honours)	P	A	A	A	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
38	Simranjeet Kaur	JD Memorial Girls College	B.Com (General)	P	P	P	P	A	P	P	P	P	P	P	A	P	P	P	A	P	P	P	A	P
39	Sneha	JD Memorial Girls College	B.Com (General)	P	P	P	A	A	P	P	P	P	P	P	A	A	P	P	P	P	A	P	A	P
40	Sommay Shivangi	JD Memorial Girls College	B.Sc Mathematics	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	A	P
41	Srishti Mundhra	JD Memorial Girls College	B.Com (Honours)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P
42	Srishti Simran	JD Memorial Girls College	B.Com (General)	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	A	A	A	P
43	Tapasya Dutta	JD Memorial Girls College	BA Economics	P	P	P	P	P	P	P	P	P	P	A	P	A	P	P	P	P	P	P	P	P
44	Vanshika Chhabra	JD Memorial Girls College	B.Com (Honours)	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P
45	Vanya Tripathi	JD Memorial Girls College	B.Com (Honours)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P

Link of the recording:-

- https://drive.google.com/file/d/1Ne1mNVT9IAKP_PeSDQw6EIvzXrsG-vmp/view?usp=sharing

Outline & outcome of the course:-

Outcome:-

- Help students in building their career in the right direction.
- To provide the training to the selected students.

Outline:-

- Work Readiness & professional approach for the careers
- Career in human resources, sales, finance etc.
- Good communication skills and group discussion to boost up the level of motivation among students.
- Vocabulary list for entry level employees.

Evaluation method:-

- Minimum 50% of attendance in the course.

- Self-assessment tests were also conducted for the practice of students.

Future plan & scope:-

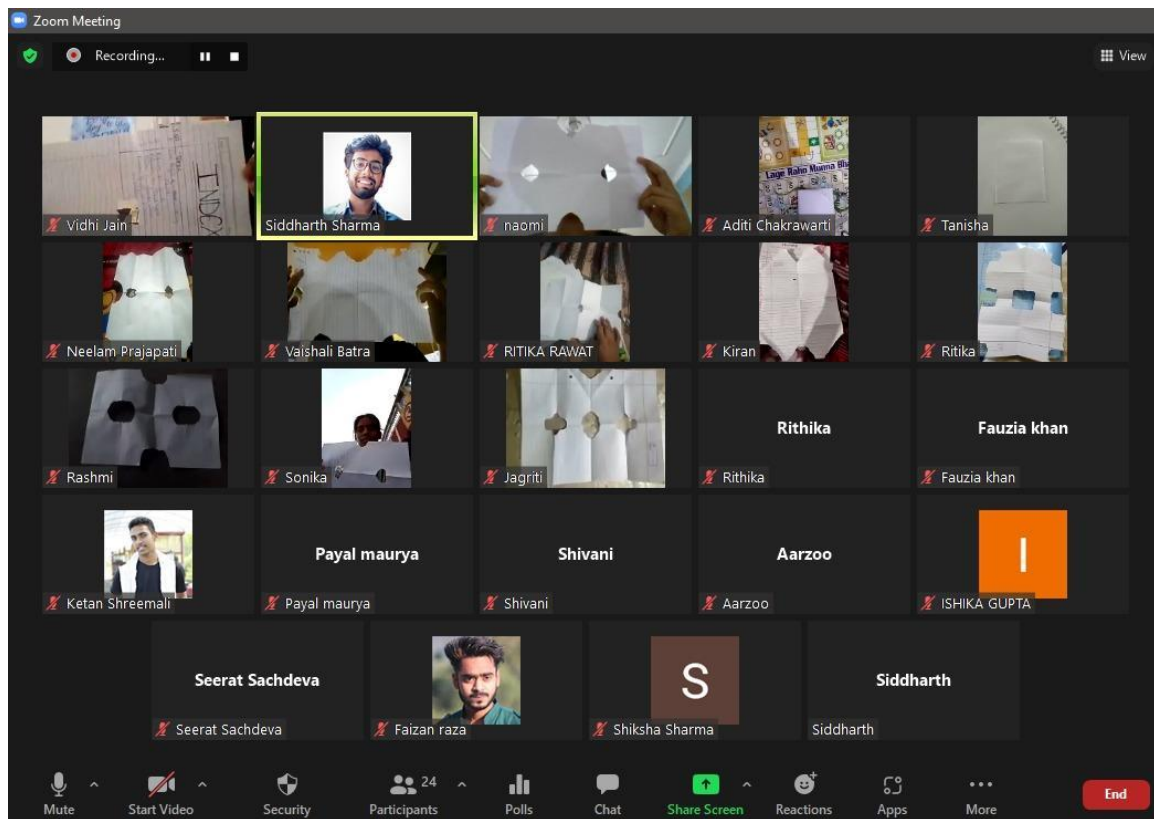
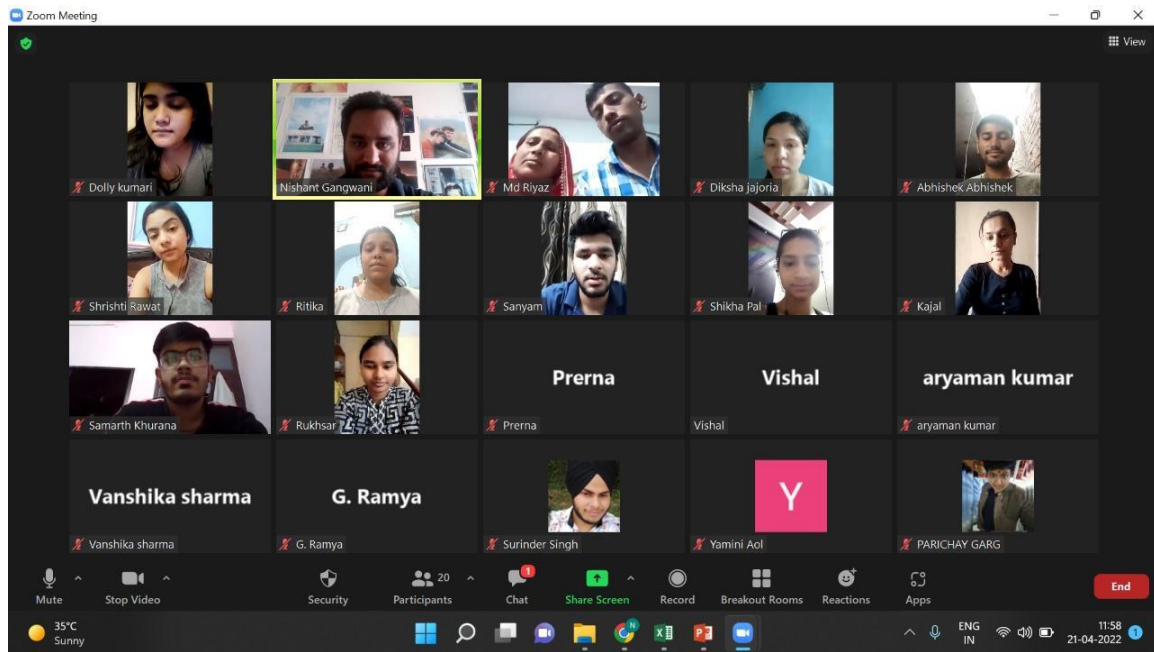
- The course was oriented towards in developing students for career ready and corporate ready for their future. The cell is looking forward to organise such more programs for the benefits of the students to enhance their skills and career.

Sample certificate:-



Note: - Techno- Serve are continuously running simultaneous courses so after completing all the courses for entire year they issue the certificates to the students. As a sample they have shared the format of the certificate which will be provided by them to the students.

Some Images of the course: -



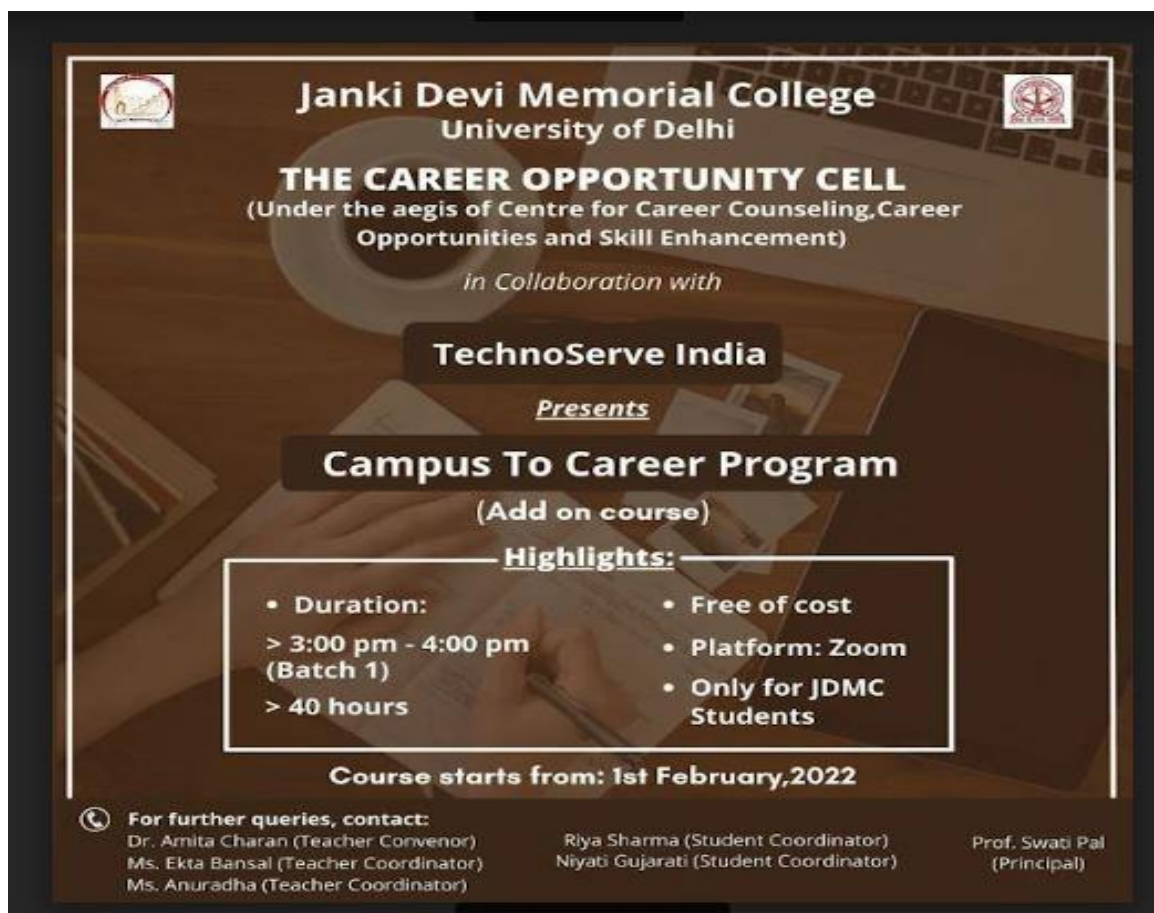


One Offline session taken by Techno-Serve India.



Interaction session with students.

Poster for the course:-



Janki Devi Memorial College
University of Delhi

THE CAREER OPPORTUNITY CELL
(Under the aegis of Centre for Career Counseling, Career Opportunities and Skill Enhancement)

In Collaboration with

TechnoServe India

Presents

Campus To Career Program
(Add on course)

Highlights:

- Duration:
> 3:00 pm - 4:00 pm
(Batch 1)
> 40 hours
- Free of cost
- Platform: Zoom
- Only for JDMC Students

Course starts from: 1st February, 2022

For further queries, contact:

Dr. Amita Charan (Teacher Convenor)	Riya Sharma (Student Coordinator)	Prof. Swati Pal (Principal)
Ms. Ekta Bansal (Teacher Coordinator)	Niyati Gujarati (Student Coordinator)	
Ms. Anuradha (Teacher Coordinator)		

Course coordinators:-



Dr. Amita Charan
Associate Professor
Department of Commerce
Janki Devi Memorial College,
University of Delhi



Ms. Ekta Bansal
Assistant Professor
Department of Commerce
Janki Devi Memorial College,
University of Delhi



Ms. Anuradha Goel
Assistant Professor
Department of Commerce
Janki Devi Memorial College,
University of Delhi

Student Coordinator:-

Riya Sharma (Commerce Department)

Niyati Gujarati (Commerce Department)

Memorandum of Understanding:-

This document constitutes a Memorandum of Understanding (MoU) between

TNS India Foundation (TNSIF)

and

JANKI DEVI MEMORIAL COLLEGE

This MoU is effective from 18th November, 2021, hereinafter mentioned as "Effective Date" by and between Janki Devi Memorial College, affiliated to the University of Delhi and hereinafter referred to as "The College", having PAN AAAT16918J, represented by its Principal, Prof Swati Pal.

AND

TNS India Foundation, a charitable organization registered under section 25 of the Companies Act 1956 and having its registered office at 81-201, Centre Point, Opposite Bawla Masjid, 243A, N M Joshi Marg, Lower Parel (E), Mumbai-400 013, hereinafter referred as "TNSIF", represented by its Senior Practice Leader, **Rupa Bohra**.

Background

TNS India Foundation (TNSIF), a section 25 Company incorporated under the provisions of the Companies Act, 1956 is conducting the "Campus to Corporate Careers (C2C) Program" for the enhancement of employability and workplace skills for deserving youth.

In this connection, TNSIF intends to be associated and work closely with the College to conduct employability training, career counselling sessions and job placements for final year college students.

Detailed features of the program are as follows:

1. 80 – 100 hours of training program including Personal and Professional Effectiveness (how to choose right career option, how to apply for job, tools-CVs, cover letter- etc.), Business communication (effective communication with co-workers and customers), Career Readiness (orienting students to jobs matching their skill sets and exposure to a career path) and Work Readiness (Professionalism, Work Ethics, Email Etiquettes, Workplace dynamics – etc.)
2. The training will be delivered via a blended learning approach i.e. through in class sessions and online platforms (Google Meet and Zoom) as applicable.
3. Each training batch size will be between 30-50 students. Sessions of duration 1.5-2 hours duration will be conducted 5 days a week over a 2 – 2.5 month period at a time.
4. The program also includes individual student counselling, which will be conducted via online/offline platforms, as well as post training, pre-placement and post placement counselling.
5. Career fairs or individual placement drives will be conducted in an online/offline format to place trained students in formal sector jobs.
6. The above mentioned training and placement is free of cost for both, the students and college.

Rupa Bohra





Based on the above, this MOU lays out the below responsibilities for both parties:

TNSIF agrees to –

1. Engage with the college, given the following conditions:
 - a. In consultation and agreement with the designated college point of contact.
 - b. Not charge the college or students for any part of the program.
 - c. Provide reports to the college on the training and placement status of students.
2. Mobilize the college students. This involves the following:
 - a. Conduct Orientation sessions to make students aware about the program and to register their interest.
 - b. Screen the students based on their interest and background and interview them to determine enrolment in the program.
3. Train selected students. This involves the following:
 - a. Form batches with selected students and conduct the Campus to Corporate Careers Training Program with them.
 - b. Provide individual career-counselling support to in-training students.
 - c. Engage with parents of the students to make them aware of the program and to counsel them about their wards.
 - d. Provide certificates to trained students on successful completion of the training with an attendance criteria of 80%.
4. Place trained students. This involves the following:
 - a. Facilitate placement linkages with formal sector employers for interested students.
 - b. Arrange for career drives and fairs to place interested students.
 - c. Provide post-placement support to students to facilitate joining and on-boarding.

The College agrees to –

1. Engage with TNSIF staff, given the following conditions:
 - a. Providing one point of contact to coordinate all TNSIF C2C activities.
 - b. Not charge TNSIF or students for any part of the program.
 - c. Communicate openly with the TNSIF point of contact for any deliverables or feedback.
2. Facilitate student engagement. This involves the following:
 - a. Assistance in student mobilization through dissemination of information on student what's app groups and other seminars.
 - b. Attending orientation sessions organized by TNSIF to encourage student participation.
3. Support training activities. This involves the following:
 - a. Support allocation of batches for optimum utilization of resources and training effectiveness.
 - b. Assist in scheduling batches keeping in mind college lecture timings.
 - c. Make classrooms available for in-person training sessions.
 - d. Allow use of online medium to reach and train students.
 - e. Assist in conducting parent engagement sessions.
4. Support placement activities. This involves the following:
 - a. Assist in mobilizing students to counsel regarding placement opportunities.
 - b. Provide infrastructure assistance – classrooms, auditorium, computer laboratory etc. in conducting on-ground career fests.
 - c. Allow use of online medium to place students.
 - d. Not hold TNSIF C2C staff responsible for any miscommunication with the corporate HRs.

Lufta Sohar

